ANNUAL MODULE EXTERNAL EXAMINER'S REPORT 2020/21 (GA3)

* Required

Report Information

Each module external examiner is required to make ONE annual written report to the Vice-Chancellor of the University. If the modules for which you are responsible run multiple times annually, you are only required to submit one annual report. However, please provide separate comments on each iteration within the report where
there are perceptible differences.

If you are responsible for programmes delivered by the University and a collaborative partner institution/institutions, you must provide a separate report for each partner institution.

You are asked to complete this report once your duties as module external examiner are complete for the academic year and return it to the Academic Office. A separate form should be completed for each appointment held.

Please note that module external examiners' reports are circulated, upon receipt, to the Programme Manager, Academic Director, Dean of Institute, and Associate Pro Vice-Chancellor (Academic Experience) or nominee for appropriate action to be taken. A copy of the final report of an external examiner will also be passed to his or her successor.

Upon receipt of your report, the payment of fees will be calculated based on the total number of modules you are responsible for this academic year, as stipulated in the GA15 Module External Examiner Agreement Form you signed at the start of the academic year.

(PLEASE ENSURE THAT YOU DO NOT REFER TO STUDENTS OR STAFF BY NAME OR NUMBER ANYWHERE IN THIS REPORT)

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requested by anyone, either internally or externally, under the Freedom of Information Act 2000.

Comments within this report regarding teaching quality information may be made publicly available through the University website or other selected means.

PLEASE NOTE THAT THE FORM IS NOT SAVEABLE PRIOR TO SUBMISSION

1. Are you completing this form in English or Welsh? *

If you wish to complete this form in Welsh, please select in the language bar at the top of the page. You should then see the questions in Welsh.

○ English

○ Welsh

Examiner Details

2. Have you completed all your duties for the current academic year? *

  ○ Yes

  ○ No

3. Title *

  ○ Prof.

  ○ Dr.

  ○ Mrs.

  ○ Mr.

  ○ Ms.

  ○ Mx.

  ○ Rev'd.

4. Surname *

  [   ]

5. First name *

  [   ]

6. Email Address *

  [   ]

7. Programme(s) to which the examined modules contribute: *

8. Are you responsible for any modules on a Degree Apprenticeship Programme? *

○ Yes

○ No

9. Which Programme(s)? *

10. If you are an external examiner for UWTSD and UWTSD partner programmes (or a programme at multiple partners), then you need to complete a separate version of this form for each Institution the programme is delivered at. Which Insitition are you completing this form for? *

○ UWTSD

○ UWTSD Partner Institution

11. Partner Institution *

- [ ] Alfred Nobel
- [ ] Coleg Ceredigion
- [ ] Coleg Sir Gar
- [ ] CESTE
- [ ] EADE
- [ ] ESCO
- [ ] Formatic Barna
- [ ] Fuzhou University
- [ ] Gower College
- [ ] Hereford College of Arts
- [ ] HKMA
- [ ] Human Academy
- [ ] IBAT
- [ ] IIHE
- [ ] IUMW
- [ ] Learna
- [ ] LSC Colombo (British School of Commerce)
- [ ] LSC Dhaka (Asian Centre for Management Information Technology)
- [ ] LSC London (London School of Commerce)
- [ ] LSC Kuala Lumpur (Westminster International College)
- [ ] Newbold College
- [ ] NPTC
- [ ] Pembrokeshire College
- [ ] Prince's Foundation School of the Traditional Arts
- [ ] St Padarn's Institute

☐ Wuhan University of Technology

12. Institute *

◯ Institute of Management and Health

◯ Wales Institute of Science and Art

◯ Institute of Education and Humanities

◯ Institute of Intercity Learning (London and Birmingham)

◯ Institute of Management and Health and Institute of Intercity Learning

◯ Wales Institute of Science and Art and Institute of Intercity Learning

13. Institute of Management and Health and Institute of Intercity Learning *

◯ IMH Swansea and London and Birmingham

◯ IMH Carmarthen and London and Birmingham

14. Wales Institute of Science and Art and Institute of Intercity Learning *

◯ Applied Computing and London and Birmingham

15. Academic Discipline (IMH) *

◯ IMH Carmarthen

◯ IMH Swansea

◯ Wales Academy for Professional Practice and Applied Research

16. Academic Discipline (WISA) *

○ Architecture & Design

○ Art & Media

○ Canolfan Berfformio Cymru

○ Applied Computing

○ Engineering

○ Welsh International Academy of Voice

17. Academic Discipline (IEH) *

○ Centre for Professional Learning and Leadership

○ Centre for Childhood, Youth and Education Studies

○ Centre for Humanities and Social Sciences

○ Centre for Psychology and Counselling

○ Centre for Teacher Education

○ Academy of Sinology

○ Rhagoriaith

18. Inner City Learning locations (ICL) *

○ London

○ Birmingham

19. Level *

☐ Undergraduate

☐ Postgraduate

20. Year of appointment *

[   ]

21. Year of tenure *

- ◯ 1st

- ◯ 2nd

- ◯ 3rd

- ◯ Final

22. Please list the date(s) and purpose of any visit(s) during 2020/21 (e.g. attendance at Examining Boards) *

[   ]

General Issues

Undergraduate and postgraduate modules

23. Programme materials *

	Yes	No	N/A
Did you have access to all relevant programme handbooks and regulations at an appropriate time?	○	○	○

24. Comments relating to programme materials *

25. Approval of assessment for modules for which you are responsible *

	Yes	No	N/A
Were you asked to approve all the assessment specifications for modules for which you oversee?	○	○	○
Were the nature and level of the assessments appropriate?	○	○	○
Were the methods of assessment well-balanced and fair?	○	○	○
Did the assessments reflect the intended learning outcomes?	○	○	○
Did you receive appropriate responses to any comments you may have made on assessments?	○	○	○

26. Comments on assessment approval *

27. Did you consider assessments of the following types? *

☐ Examinations

☐ Coursework

☐ Practicals, e.g. Performance/Recitals

☐ Professional Placements

☐ [   ]

Other

28. Were you asked to consider undergraduate dissertation/independent projects? *

○ Yes

○ No

29. Was the choice of subjects for undergraduate dissertations/independent projects appropriate? *

○ Yes

○ No

30. Were you asked to consider postgraduate dissertation/independent projects of 60 credits or more? *

○ Yes

○ No

31. Was the choice of subjects for postgraduate dissertations/independent projects appropriate? *

○ Yes

○ No

32. Comments on dissertations/independent projects *

33. Sample of work *

	Yes	No	N/A
Were suitable arrangements made for you to have access to a sufficient number of assessments?	○	○	○
Was the general standard and consistency of marking appropriate?	○	○	○
Was there clear evidence of an internal verification/moderation process?	○	○	○
Was the work marked in such a way as to enable you to see the reasons for the award of given marks?	○	○	○

34. Comments on the sample of work

35. Did you attend an examination board?

○ Yes

○ No

36.
Examining Boards (this includes Examining Boards held online) *

	Yes	No	N/A
Were you able to attend the appropriate External Examining Board(s)?	○	○	○
Was (Were) the Examining Board(s) conducted properly and in accordance with the University's regulations?	○	○	○
Were you satisfied with the recommendations and decisions of the Examining Board(s)?	○	○	○

37. Comments on exam boards

38. The next section is general reports on modules, if you have both Undergraduate and Postgraduate modules which do you wish to comment on first? (If you only have modules at one level, please select the appropriate level)

○ Undergraduate

○ Postgraduate

GENERAL REPORT UNDERGRADUATE

Please comment on the following areas. PLEASE DO NOT REFER TO STUDENTS OR STAFF BY NAME OR NUMBER.

39. (UG) Matters concerning assessment *

Please draw particular attention to:

The structure, organisation, design, links to learning outcomes and marking
The consistency and rigour of marking
The appropriateness of the assessment strategies

For degree apprentice provision, please comment on the relation of assessment to the student's workplace

40. (UG) The standards of knowledge, understanding and skills demonstrated by students: *

In relation to the award to which modules under consideration contribute;
In relation to those in previous years;
In relation to national frameworks and/or professional body standards;
The strengths and weaknesses of the cohort

41. (UG) The comparability of standards with those at other similar institutions with which you are familiar. *

42. (UG) Were you responsible for modules delivered in more than one location or mode of study? *

○ Yes

○ No

43. (UG) Please summarise your findings in respect of provision offered at another location or through a different mode of study (e.g. full-time, part-time, accelerated) or delivery (e.g. on-campus, blended, online, distance) *

• *Note where any issues or examples of good practice identified in the General Report above are linked to a a particular location of delivery or mode of delivery;*
• *Note where there are perceptible differences between locations of delivery or modes of delivery.*

44. (UG) General Observations *

Any general observations (including examples of good practice) which you deem appropriate based on the experience of examining. Constructive suggestions and recommendations for future action are particularly welcomed.

45. (UG) New / Continuing / Ending appointment *

For new appointments; please comment on the opportunities to view reports from previous external examiners and whether recommendations have been acted upon;

For continuing appointments; please comment on whether the points raised by you or other relevant external examiners in the previous year have been responded to satisfactorily;

For appointments which are ending; please provide any general observations which you deem appropriate based on your experience of examining the programme.

46. Do you also have postgraduate modules and have not completed the postgraduate section? *

○ Yes

○ No

GENERAL REPORT POSTGRADUATE

Please comment on the following areas. PLEASE DO NOT REFER TO STUDENTS OR STAFF BY NAME OR NUMBER.

47. (PG) Matters concerning assessment *

Please draw particular attention to:

The structure, organisation, design, links to learning outcomes and marking
The consistency and rigour of marking
The appropriateness of the assessment strategies

48. (PG) The standards of knowledge, understanding and skills demonstrated by students: *

In relation to the award to which modules under consideration contribute;
In relation to those in previous years;
In relation to national frameworks and/or professional body standards;
The strengths and weaknesses of the cohort.

49. (PG) The comparability of standards with those at other similar institutions with which you are familiar. *

50. (PG) Were you responsible for modules delivered in more than one location or mode of study? *

  ○ Yes

  ○ No

51. (PG) Please summarise your findings in respect of provision offered at another location or through a different mode of study (e.g. full-time, part-time, accelerated) or delivery (e.g. on-campus, blended, online, distance) *

   • *Note where any issues or examples of good practice identified in the General Report above are linked to a particular location of delivery or mode of delivery;*
   • *Note where there are perceptible differences between locations of delivery or modes of delivery.*

52. (PG) General Observations *

Any general observations (including examples of good practice) which you deem appropriate based on the experience of examining. Constructive suggestions and recommendations for future action are particularly welcomed.

53. New / Continuing / Ending appointment (PG) *

For new appointments; please comment on the opportunities to view reports from previous external examiners and whether recommendations have been acted upon;

For continuing appointments; please comment on whether the points raised by you or other relevant external examiners in the previous year have been responded to satisfactorily;

For appointments which are ending; please provide any general observations which you deem appropriate based on your experience of examining the programme.

54. Do you also have undergraduate modules and have not completed the undergraduate section? *

○ Yes

○ No

Additional Reports

The remainder of the report contains sections for the following, please complete any relevant further sections

55. Are there any aspects of good, interesting or innovative practice which you consider merit wider dissemination and adoption across the University? *

○ Yes

○ No

56. What are the aspects of good, interesting or innovative practice which you consider merit wider dissemination and adoption across the University?

57. Are there any areas which you consider require urgent attention that are not included elsewhere in your report? *

○ Yes

○ No

58. Please comment on the areas which you believe require urgent attention that are not included elsewhere in your report.

59. Were you responsible for modules on professionally accredited or recognised awards, and where you are required to specifically comment on delivery and/or achievement . *
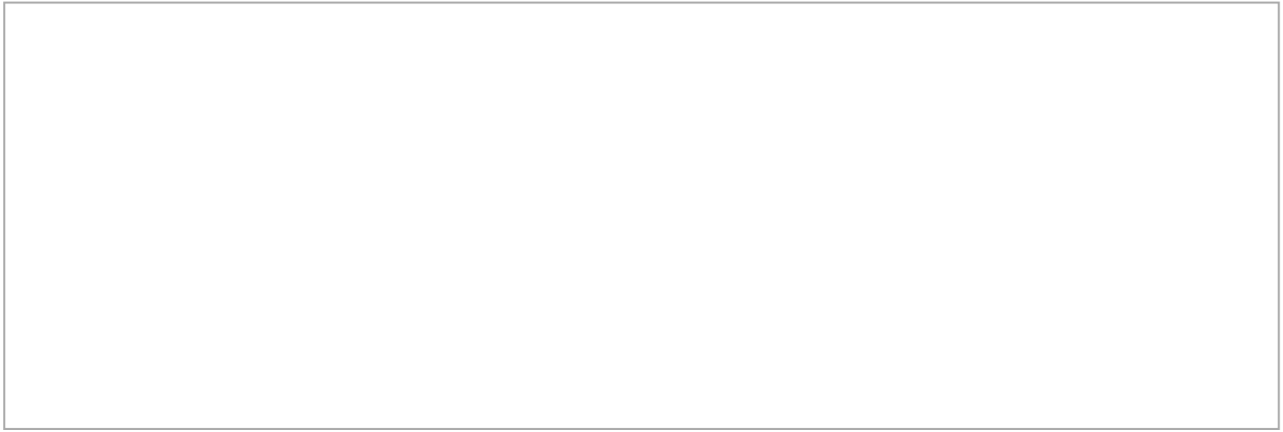
○ Yes

○ No

60. Matters concerning professional accreditation or recognition *

61. Were you responsible for one or more teaching practice modules? *

○ Yes

○ No

62. Matters concerning teaching practice modules *